



## Board of Directors Meeting Minutes

Date: December 11, 2025      Time: 10:00 a.m.  
SCRCA Administration Office  
205 Millpond Cres., Strathroy

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**Directors Present:** John Brennan, Pat Brown, Greg Grimes, Chair; Frank Kennes, Betty Ann MacKinnon, Don McCabe, Don McCallum, Kristen Rodrigues, Vice-Chair; Jerry Westgate, Brian White

**Directors Remote:** Al Broad, Terry Burrell, Sue Cates, Aaron Hall, Rhonda Jubenville, Adam Kilner, Brad Loosley, Lorie Scott (arrived at 11:17 a.m.)

**Directors Regrets:** Steve Miller, Ian Veen

**Staff Present:** Donna Blue, Manager of Communications; Emily De Cloet, Coordinator of Flood Forecasting and Warning; Melissa Deisley, Director of Planning and Regulations; Chris Durand, Manager of IT and GIS (remote); Emily Febrey, Communication and Outreach Specialist; Ashley Fletcher, Administrative Assistant and Board Coordinator; Kate Jamieson, Payroll/Accounting Clerk; Chunng Li, Director of Corporate Services; Mark Northcott, Education and Communication Technician; Craig Paterson, Manager of Biology; Tim Payne, Manager of Conservation Lands; Ken Phillips, General Manager; Jeff Sharp, Manager of Conservation Services; Kelli Smith, Lands Technician; Jessica Van Zwol, Healthy Watershed Coordinator; Greg Wilcox, Manager of Conservation Areas

### 1. Land Acknowledgement

A land acknowledgment was read by Vice-Chair, Kristen Rodrigues, which recognized the St. Clair Region Conservation Authority watershed as part of the traditional territories of the Anishinaabeg, Haudenosaunee, Lūnaapéewak and Chonnonton Nations, who have a sacred responsibility to preserve the land and water of southwestern Ontario. Also acknowledged are the Treaties that allow the SCRCA to work alongside the First Nation Communities of Kettle and Stony Point, Aamjiwnaang and Bkejwanong to ensure we share the responsibility of preserving the land and water.

### 2. Call to Order and Chair's Remarks

The meeting was called to order by the Chair, Greg Grimes, who, welcomed everyone to the meeting. The Chair acknowledged the proposed changes to the Conservation Authorities Act, of which General Manager, Ken Phillips will provide further details within the meeting.

### **3. Adoption of the Agenda**

**BD-25-80**

**MacKinnon – Brennan**

**“That the Board of Directors accepts the agenda for the meeting as presented.”**

**CARRIED**

### **4. Declaration of Pecuniary Interests**

The Chair requested that each director declare a conflict of interest at the appropriate time, on any item within this agenda in that a director may have pecuniary interest.

### **5. Minutes**

#### **5.1 Low Water Response Committee Meeting October 17, 2025**

#### **5.2 Board of Directors Meeting October 23, 2025**

**BD-25-81**

**Burrell – McCabe**

**“That the draft minutes of the Low Water Response Committee meeting, held October 17, 2025 be received for information.”**

**CARRIED**

**BD-25-82**

**Kennes – McCallum**

**“That the minutes of the Board of Directors meeting, held October 23, 2025, be approved as distributed.”**

**CARRIED**

### **6. Presentations**

#### **6.1 Sydenham Phosphorus Reduction Initiative**

**BD-25-83**

**Westgate – White**

**“That the Board of Directors acknowledge the presentation from Craig Paterson, Manager of Biology and Jessica Van Zwol, Healthy Watershed Coordinator regarding the Sydenham Phosphorus Reduction Initiative.”**

**CARRIED**

### **7. Staff Reports**

## 7.1 General Manager's Update

A presentation was provided on the proposed changes to the Conservation Authorities Act.

### BD-25-84

#### MacKinnon – Brown

**“That the Board of Directors acknowledges the report dated November 25, 2025 from General Manager Ken Phillips on the Ontario Bill 68, Schedule 3 and Environmental Registry of Ontario posting #025-1257 on the proposed boundaries for regional consolidation of Ontario’s Conservation Authorities.”**

**CARRIED**

## 7.2 2026 Budget and General Levy

Municipal Funding Summary	26-Feb Budget	2026 Budget			
Municipality	Total CVA Apport.%	CVA Apport.%	Representative	Vote (y/n)	
Adelaide Metcalfe	1.9226%	1.9226%	Betty Ann MacKinnon	y	
Brooke-Alvinston	1.7105%	1.7105%	Don McCabe	y	
Chatham-Kent		6.5255%	Aaron Hall	y	
Chatham-Kent	13.0509%	6.5255%	Rhonda Jubenville	y	
Dawn-Euphemia	2.5884%	2.5884%	Alan Broad	y	
Enniskillen	1.8837%	1.8837%	Ian Veen	y	
Lambton Shores	5.1364%	5.1364%	Lorie Scott	y	
Middlesex Centre	2.4097%	2.4097%	Sue Cates	y	
Newbury	0.1573%	0.1573%	Don McCallum	y	
Oil Springs	0.2071%	0.2071%	Ian Veen	y	
Petrolia	2.5903%	2.5903%	Brad Loosley	y	
Plympton-Wyoming	5.7730%	5.7730%	Kristen Rodrigues	y	
Point Edward	2.0603%	2.0603%	Greg Grimes	y	
Sarnia		12.1670%	Terry Burrell	y	
Sarnia		12.1670%	Brian White	y	
Sarnia	36.5009%	12.1670%	Adam Kilner	y	
Southwest Middlesex	1.1571%	1.1571%	Don McCallum	y	
St. Clair		5.7445%	Pat Brown	y	
St. Clair	11.4890%	5.7445%	Steve Miller (not present)		
Strathroy-Caradoc		4.5588%	Frank Kennes	y	
Strathroy-Caradoc	9.1176%	4.5588%	John Brennan	y	
Warwick	2.2452%	2.2452%	Jerry Westgate	y	
	100%	100%		94.256% 0.000%	Yes No
				94.256%	Total
	<b>Vote Passed By</b>			<b>100.000%</b>	

**BD-25-85**

**Kennes – MacKinnon**

**“That the Board of Directors approves the 2026 General Levy of \$1,760,430.00 with all member municipalities deemed as benefitting and further that the levy be apportioned using the modified current value assessment of each municipality within the Authority’s area of jurisdiction.”**

**CARRIED**

**BD-25-86**

**Kennes – Burrell**

**“That the Board of Directors approves the 2026 Budget of \$9,034,753.00 including finalized general levy, updates to specific projects and municipal agreements and comments received to date.”**

**CARRIED**

### **7.3 Destruction of Documents**

**BD-25-87**

**Burrell – Loosley**

**“That the Board of Directors acknowledges the report dated November 5, 2025 regarding document retention and approves the destruction of the identified documents as per the SCRCA Document Retention Policy.”**

**CARRIED**

### **7.4 Disposal of Equipment**

**BD-25-88**

**Kilner – Veen**

**“That the Board of Directors acknowledges the report dated November 5<sup>th</sup>, 2025 regarding the disposal of surplus, non-functional or obsolete equipment and further adopts the recommendation to dispose of the items identified within the report.”**

**CARRIED**

### **7.5 A.W. Campbell Conservation Area Master Plan**

**BD-25-89**

**White – Kennes**

**“That the Board of Directors acknowledges the report dated November 18, 2025 on the A.W. Campbell Master Plan and further approves the final draft of the plan including feedback from the indigenous, stakeholder and public consultation process.”**

**CARRIED**

**8. Consent Items**

**8.1 Approval of Consent Agenda Items**

**8.1 (a) Business Arising**

**8.1 (b) Current Watershed Conditions and Great Lakes Levels**

**8.1 (c) Planning Activity Summary**

**8.1 (d) Regulations Activity Summary**

**8.1 (e) Revenue & Expense Summary**

**8.1 (f) Disbursements**

**8.1 (g) 2025 General Levy Summary**

**8.1 (h) Investment Reports**

**8.1 (i) Conservation Education**

**8.1 (j) St. Clair River AOC**

**BD-25-90**

**Burrell – Brennan**

**“That the Board of Directors approves the consent agenda and endorses the recommendations accompanying Items 8.1 (a) - 8.1 (j).”**

**CARRIED**

**9. Correspondence**

**9.1 Municipal Resolutions Opposing Planning Fee Freeze**

**9.1 (a) Municipality of Plympton-Wyoming**

**9.1 (b) Municipality of Calvin**

**BD-25-91**

**Kilner – Kennes**

**“That the Board of Directors receive for information the resolutions from the Town of Plympton-Wyoming, dated October 8, 2025 and the Municipality of Calvin, dated October 29, urging the Province of Ontario to reconsider the planning and regulation fee freeze applied to Conservation Authorities.”**

**CARRIED**

**9.2 Municipal Correspondence Opposing the SCRCA Hearing Guidelines**

**9.2 (a) Municipality of Plympton-Wyoming**

**9.2 (b) Municipality of Chatham-Kent**

**9.2 (c) St. Clair Township**

**BD-25-92**

**Kennes – Cates**

**“That the Board of Directors receive for information the correspondence, from the Town of Plympton-Wyoming, dated October 21, 2025, the Municipality of Chatham-Kent, dated November 4, 2025, and the Township of St. Clair, dated November 11, 2025 opposing the St. Clair Region Conservation Authority’s Hearing Guidelines, adopted on September 18, 2025.”**

**CARRIED**

**9.3 Correspondence from Residents of the Municipality of Plympton-Wyoming**

**9.3 (a) Brian Wilmers**

**9.3 (b) Debbie Harrison Rumberger**

**BD-25-93**

**Rodrigues – Westgate**

**“That the Board of Directors receive for information the correspondence from Mr. Brian Wilmers, dated October 8, 2025 and Ms. Debbie Harrison Rumberger, dated October 7, 2025 to the Town of Plympton-Wyoming in support of Plympton-Wyoming’s stance on the St. Clair Region Conservation Authority’s Hearing Guidelines, adopted on September 18, 2025.”**

**CARRIED**

**9.4 Municipal Correspondence and Resolution re: Bill 68**

**9.4 (a) Municipality of Plympton-Wyoming**

**9.4 (b) Municipality of Shuniah**

**9.4 (c) Town of O'Connor**

**9.4 (d) City of Windsor plus 2 extra**

**BD-25-94**

**Kilner – McCabe**

**“That the Board of Directors receive for information the resolutions from the Town of the Plympton-Wyoming, dated November 24, 2025, The Municipality of Shuniah dated November 25, 2025, the Township of O'Connor, dated November 26, 2025 and the City of Windsor, dated November 28, 2025 outlining concerns with Bill 68, *Modernizing Ontario's Conservation Authorities Act* and resolution opposing the proposed boundary configuration.”**

**CARRIED**

**9.5 Correspondence and Resolutions from Conservation Authorities**

**9.5 (a) Ausable Bayfield Conservation Authority**

**9.5 (b) Lakehead Region Conservation Authority**

**9.5 (c) Catfish Creek Conservation Authority**

**9.5 (d) Ganaraska Region Conservation Authority**

**BD-25-95**

**MacKinnon – Veen**

**“That the Board of Directors receive for information the letters from the Ausable Bayfield Conservation Authority, dated November 26, 2025, and the dated November 27, 2025, the Lakehead Region Conservation Authority, dated November 27, 2025, the Catfish Creek Conservation Authority, undated, and the Ganaraska Region Conservation Authority, dated November 28, 2025 regarding concerns with Bill 68, *Modernizing Ontario's Conservation Authorities Act* and resolution opposing the proposed boundary configuration.”**

**CARRIED**

**10. In Camera**

Terry Burell declared a conflict of interest on an item within the in-camera agenda.

**BD-25-96**

**Brown – Scott**

**“That the Board of Directors move in-camera at 12:03 p.m. to discuss conservation awards and personnel information with the General Manager, Manager of Communications, Director of Finance, and Administrative Assistant/ Board Coordinator remaining.”**

**CARRIED**

**BD-25-97**

**White – MacKinnon**

**“That the Board of Directors rise and report at 12:06 p.m.”**

**CARRIED**

**11. New Business**

Under new business, Director John Brennan expressed thanks to Manager of Conservation areas, Greg Wilcox for his swift response to a report of damage to a memorial bench in the Conservation area.

**12. Adjournment**

**BD-25-98**

**McCabe – Kennes**

**“That the meeting be adjourned.”**

**CARRIED**

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**Greg Grimes**  
**Chair**



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**Ken Phillips**  
**General Manager**